



Vendor/Miscellaneous Payment Enrollment Form will be sent to you.

The alcohol regulations can be found on our website [www.ttb.gov](http://www.ttb.gov). Click on "Code of Federal Regulations" under "Laws & Regulations" in the 'Information by Topic' area and select Part 17.

Claims must be submitted to:

Director, National Revenue Center  
Alcohol and Tobacco Tax and Trade Bureau  
550 Main Street  
Suite 8002  
Cincinnati, OH 45202-5215

In the event we need to contact you about your claim, please provide your e-mail address and a daytime telephone number in the bottom portion of Item 10 on TTB F 5620.8. If you have any questions, please contact this office at 1-877-882-3277 or 513-684-3335.

Enclosures

## NONBEVERAGE CLAIMANT CHECKLIST

### ***To be filed with TTB Laboratory (Ammendale, Maryland)***

- ☐ Formula and Process for Nonbeverage Product, Form 5154.1

### ***To be filed with TTB (Pittsburgh, Pennsylvania)***

- ☐ Special Tax Registration and Return, Form 5630.5

### ***To be filed with the NRC (Cincinnati, Ohio)***

- ☐ Bond for Drawback, Form 5154.3 *(if filing monthly claims)*
- ☐ Signing Authority:
  - ☐ Power of Attorney, Form 5000.8
  - ☐ Signing Authority for Corporate Officials, Form 5100.1
  - ☐ Corporate resolution or specific notification in organizational documents granting this authority

### ***To be filed with the IRS***

- ☐ Application for Employer Identification Number, Form SS-4